

MINUTES
PARK RIDGE PUBLIC LIBRARY
20 S. Prospect Avenue, Park Ridge, IL 60068
Building and Grounds Committee of the Whole Meeting of the Board of Trustees
March 10, 2026, at 7:00 p.m.

President Renaldi called the Committee of the Whole meeting to order at 7:00 p.m.

ROLL CALL

Trustees Present: Anita DeFrank, Michael Donahue, Kevin Haggerty, Briana Jarnagin, Josh Kiem, Danielle Powers, Theresa Renaldi, Gregg Rusk, Deepika Thiagarajan
Trustees Absent: None
Others Present: Joanna Bertucci, Library Director; Angela Berger, Joan Wrenn, Laura Scott (8:00pm)
Library staff

PUBLIC COMMENTS ON NON-AGENDA ITEMS

None

President Renaldi reminded the committee that the next Board meeting will be held on Monday, March 16, 2026 at the Library, rather than on Tuesday, March 17, 2026 at City Hall, due to March 17th being election day.

Vice President Powers called the Building and Grounds Committee of the Whole meeting to order at 7:01 pm.

APPROVAL OF MINUTES

Trustee Thiagarajan made a

MOTION: to approve the minutes of the February 10, 2026 meeting

President Renaldi seconded the motion.

Roll Call Vote: Yes: DeFrank, Donahue, Haggerty, Jarnagin, Kiem, Powers, Renaldi, Rusk, Thiagarajan

Motion passed

PROJECT UPDATES

Director Bertucci reviewed the project status of projects currently underway. Highlights include:

- HVAC Project: Director Bertucci noted that work will begin March 16th on AHU3 which is located in the third-floor mechanical room. Contractors have developed a staging plan so that demo and removal of the old unit can occur between 6 -9 am before the library opens for the day, thereby eliminating patron and staff disruption. Also noted was that Boiler #2 is up and running after completion of scheduled warranty work
- Ice Melt System Project: The library is awaiting the completion of the technical specs and drawings from Green before our attorneys draft the required bid documents. A project schedule will be provided once these materials are finalized.
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OTHER

None

Meeting was adjourned at 7:03 p.m.

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Planning and Operations Committee of the Whole Meeting of the Board of Trustees

Held in the First Floor Meeting Room at the Library

March 10, 2026 at 7:00 p.m.

The meeting was called to order by Trustee Jarnagin at 7:03 p.m.

ROLL CALL

Trustees Present: Anita DeFrank, Michael Donahue, Kevin Haggerty, Briana Jarnagin, Josh Kiem, Danielle Powers, Theresa Renaldi, Gregg Rusk, Deepika Thiagarajan

Others Present: Joanna Bertucci, Library Director; Angela Berger, Joan Wrenn, Library staff

APPROVAL OF MINUTES

Trustee Jarnagin made a

MOTION: to approve the minutes of January 13, 2026

Trustee Donahue seconded the motion.

Roll Call Vote: Yes: DeFrank, Donahue, Haggerty, Jarnagin, Kiem, Powers, Renaldi, Rusk, Thiagarajan

Absent: None

Motion passed

TASK CALENDAR REVIEW AND UPDATE

Trustee Jarnagin reviewed tasks listed for March on the annual task calendar noting that all are either in progress or completed. Looking ahead to April, Trustee Jarnagin noted that virtual trustee training will be held at the April COW meeting, the Committee will receive the 2025 Annual Report along with a Strategic Plan first quarter review.

IT NETWORK SEPARATION PROJECT

The library's network services provider, OSG, is recommending that PRPL implement a segmented network environment that will separate staff and patron devices into distinct virtual networks (VLANs). The goal of this project is to reduce potential vulnerabilities and ensure continued reliability for both staff operations and patron access. OSG has prepared a proposal for the committee's consideration with a fixed cost for the project of \$14,800, as the work falls outside the scope of the day-to-day service contract.

In response to questions from trustees regarding project costs and required work effort, Director Bertucci provided OSG's estimates of hours required and billing rates and stated her opinion that the proposed project costs appear reasonable. She also noted that the FY26 budget includes \$50,000 for capital IT projects.

Trustee Thiagarajan made a

MOTION: to approve OSG's Statement of Work for the network separation project in the amount of \$14,800

Trustee Jarnagin seconded the motion.

Roll Call Vote: Yes: DeFrank, Donahue, Haggerty, Jarnagin, Kiem, Powers, Renaldi, Rusk, Thiagarajan

Absent: None

Motion passed

POLICY REVIEW

Trustee Jarnagin directed the committee's attention to the memo on page 13 of the packet which outlines the policy review recommendations for the policies that are being reviewed this month. She referenced each policy

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individually, asking the committee for comments/requested changes to the revisions presented. The changes requested relate to:

- the Studio and Media Lab policy language regarding minimum age required for use of space – standardize the language for consistency across these two policies
- Discussion of liability in The Studio policy – Trustee Rusk requested that Item #7 be sent to the library’s attorney for review to ensure the adequacy of the language regarding the library’s liability for use of Studio equipment. Further review of The Studio policy will be deferred until such time as the attorney’s opinion on this matter is received.

There being no additional questions or comments on the proposed changes

Trustee Jarnagin made a

MOTION: to approve the following policies as amended, based on discussion and updates

Photography, Video, and Audio Recording

Website

Social Media

Meeting Rooms

Charity Collection Containers

Digital Media Lab

Community Bulletin Board

Display Case and Exhibits

Trustee Thiagarajan seconded the motion.

Roll Call Vote: Yes: DeFrank, Donahue, Haggerty, Jarnagin, Kiem, Powers, Renaldi, Rusk, Thiagarajan

Absent: None

Motion passed

OTHER

None

Meeting adjourned at 7:32pm